



Finance Committee Meeting Minutes

December 13, 2012 7:00 PM, Meeting Room 1

Tyngsborough Town Hall

Tyngsborough, Massachusetts

Members: Robert Mullin, Chairman Linda Geyer
 Chris Mellen, Vice Chair Darryl Wickens
 Scott Hammer

Attendees: Michael Gilleberto, Town Administrator
 Nina Nazarian, Assistant Town Administrator
 Kerry Colburn-Dion, Town Treasurer
 Tim Madden, Fire Chief

1. Open Session

Motion to come into session: Chris Mellen
Motion Second: Darryl Wickens
Vote: 3-0-0

2. Review and Discuss proposed FY2014 Police Department Budget

Postponed to a later date due to scheduling conflict for Police Chief

3. Review and Discuss proposed FY2014 Fire Department Budget

The Chief discussed his budget requests which only include a 2% increase in salaries and a request for an additional \$30,000 to staff the department overnight on Monday, Tuesday, and Wednesdays. These are the only times presently not covered. By staffing these nights, the Chief expects to save money instead of calling in volunteers initially. The Chief also included a vehicle inventory for his department which listed expected lifespan of each.

4. Review and Approve Minutes

Minutes from the October 25 and November 29, 2012 meetings were reviewed and approved.

5. Meeting Minutes Submission and Posting Policy

Michael Gilleberto presented members with a new policy for submission and posting of meeting minutes. Previous meeting minutes were not being posted for several boards and this new procedure should end any issues.

6. Discussion on Recording FY 2014 Department Manager Interviews for Broadcast.

Michael Gilleberto relayed to the FinCom members that several Board of Selectmen have recently requested that the meetings to interview Department Managers on their proposed FY 2014 budgets be recorded for broadcast over the local channels. Several FinCom members discussed their hesitancy for concerns that the interviews would become less informative and in-depth with a camera in the room but in the need for total transparency for the process, the members decided it was best to adopt the practice.

7. December 6, 2012 Finance Committee Meeting

The Town Administrator recommended that the minutes of tonight's meeting reflect that the members attended an information session on December 6 at which the School Superintendent, School Business Administrator, and members of the School Committee spoke about the School Department budget. There was a question and answer period. The information session was to be a Finance Committee meeting, however the Administration office did not post the agenda in a timely manner. No votes were taken and while there was an opportunity for questions and answers between individual members and attendees from the School Department and Administration, no deliberation occurred.

8. Adjournment

Motion to adjourn:	Linda Geyer
Motion Second:	Darryl Wickens
Vote:	5-0-0